US Department of Education
Federal Student Aid
FSA Modernization Partner

FSA Portals, Release 1
Students
Detailed Requirements Traceability Matrix

Detailed Requirements Traceability Matrix
FSA Students Portal - Release 1

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High-level Functions – Detailed Design Traceability Matrix

Project Name: Students Portal   Date: February 27, 2002
Last Revision Date: February 28, 2002
Completed by: Anne Jensen

1.1 Detailed Design Traceability Matrix

High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
1. General Application Functionality and Security	1.1	508 Compliance	All pages will be compliant with Section 508 of the Americans with Disabilities Act.	2.1.1.4 Section 508 Compliance
	1.2	Search capability	User will be able to search all content within the Students Portal.	2.1.1.11 Search
	1.3	Ability to update content.	Portal administrators will be able to update content within the Portal.	1. Executive summary (Scope – Release 1)
	1.4	Indication of user location, main sections (tabs)	Tab of current location will be a different color than the tabs of the other pages.	2.1.1.13 Indication of User location
	1.6	State specific links	Upon personalization, user will be given links based on their state of residence and state of interest.	2.1.1.6 MyFSA (Personalization)
	1.7	Link back from FAFSA Congratulations page	Coordinate with FAFSA on the Web team to link back from FAFSA congratulations page to Students Portal.	N/A (External System)
	1.8	Personalization	User will be able to create a personalized Portal account.	2.1.1.6 MyFSA (Personalization)
	1.9	Login	User will be able to access his/her personalized account	2.1.1.6 MyFSA (Personalization)

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High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			upon login.	
	1.10	User name/password	All registered users must create a user name and password.	2.1.1.7 Security
	1.11	Password entry	User must be entered each time a user logs in	2.1.1.7 Security
	1.12	Passwords submitted over secure server	Passwords will be sent over SSL (secure sockets layer)	2.1.1.7 Security
	1.13	Passwords masked	Passwords will be masked by using astericks (***) when entered	2.1.1.7 Security
	1.14	Password expiration	Passwords will have an expiration period and the user will be forced to change their password.	2.1.1.7 Security
	1.15	Temporary password	A user will receive a temporary password via e-mail if they cannot remember their old one.	2.1.1.7 Security
2. General Content (Applies to every page w/in Students Portal)	2.1	Consistent look and feel	Formatting, navigation, graphics, colors, and fonts will be consistent throughout the Portal.	2.1.1.1 Consistent look and feel
	2.2	Privacy link	Link to Privacy information page.	2.1.1.10 Top Right Navigation
	2.3	Security link	Link to Security information page.	2.1.1.10 Top Right Navigation
	2.4	Notices link	Link to Notices information page.	2.1.1.10 Top Right Navigation
	2.5	Home link	Link to Home page of the Students Portal.	2.1.1.9 Home
	2.6	Available Languages	Portal will be available in English and Spanish.	2.1.1.5 Available Languages
	2.7	FSA Branding	FSA logo must be prominently displayed.	2.1.1.2 FSA Branding
	2.8	Department of Education, seal	The Department of Education seal must be prominently displayed.	2.1.1.3 Dept of Ed logo/seal

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	2.9	Department of Education, text	"U.S. Department of Education" must be displayed next to the Dept. of Ed. Logo.	2.1.1.3 Dept of Ed logo/seal
	2.10	Preparing tab	Preparing tab links to Preparing page.	2.1.3 Preparing
	2.11	Choosing tab	Choosing tab links to Choosing page.	2.1.4 Choosing
	2.12	Applying tab	Applying tab links to Applying page.	2.1.5 Applying
	2.13	Funding tab	Funding tab links to Funding page.	2.1.6. Funding
	2.14	Attending tab	Attending tab links to Attending page.	2.1.7 Attending
	2.15	Repaying tab	Repaying tab links to Repaying page.	2.1.8 Repaying
	2.16	MyFSA link	Link to MyFSA login/registration page.	2.1.1.6 My FSA
3. General Content, Site Resources (Applies to every page w/in Students Portal)	3.1	About Us link	Link to About Us page. Contains information about the purpose and role of FSA and the Students Portal.	2.1.1.12 Site Resources
	3.2	Contact Us link	Link to Contact Us page. Contains FSA and Dept. of Ed. Contact information.	2.1.1.12 Site Resources
	3.3	FAQs link	Link to Frequently Asked Questions page. Contains answers to FAQs about student aid.	2.1.1.12 Site Resources
	3.4	Site Map link	Link to Site Map. Contains a listing of all links included within the Students Portal.	2.1.1.12 Site Resources
	3.5	Technical Help link	Link to Technical Help page. Contains technical support contact information.	2.1.1.12 Site Resources
4. General Content, Quick Links (Applies to every	4.1	FAFSA Link	External link to http://www.fafsa.ed.gov	2.1.1.9 Quick Links
	4.2	Loan Locator link	External link to http://www.studentcleari	2.1.1.9 Quick Links

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page w/in Students Portal)			nghouse.org/student_info/default.htm	
	4.3	Add to Bookmarks	Allows user to add the Students Portal to their personal favorites. (home page only)	2.1.1.9 Quick Links
5. General Content, Audience links	5.1	Parents link	Link to Parents page.	2.1.1.8 Audience Links
	5.2	Adult Considering link	Link to Adult Considering page.	2.1.1.8 Audience Links
	5.3	International Students	Link to International Students page.	2.1.1.8 Audience Links
	5.4	Elementary School link	External link to http://www.ed.gov/offices/OPE/thinkcollege/early/tce_home.htm	2.1.1.8 Audience Links
	5.5	Junior High/High School link	Link to Preparing page.	2.1.1.8 Audience Links
	5.6	College link	Link to Attending page.	2.1.1.8 Audience Links
6. Audience pages, Parents content – main	6.1	Parent Loans	Link to and description of Parent Loan information	2.1.3.1 Parents
	6.2	College Savings programs	Information about various college savings options. External link to http://www.collegesavings.org/	2.1.3.1 Parents
	6.3	Financial Calculators	External link to and description of http://www.finaid.org/calculators/	2.1.3.1 Parents
	6.4	College preparation advice	Suggestions of how to help your child prepare for college.	2.1.3.1 Parents
	6.5	Home schooling	Information for parents of home schooled students	2.1.3.1 Parents
7. Audience pages, Parents content – parent loans	7.1	Parent Loan information	Contains information about PLUS loans.	2.1.3.1 Parents
8. Audience pages, Adults Considering	8.1	Self Assessment	External link to and description of	2.1.9.2 Adults Considering

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content			http://www.advisorteam.com/user/ktsintro1.asp	
	8.2	GED	External link to and description of http://www.acenet.edu/calec/ged/home.html	2.1.9.2 Adults Considering
	8.3	Testing Information	Link to and description of Testing Information page.	2.1.9.2 Adults Considering
	8.4	Types of Schools	Link to and description of Types of Schools page.	2.1.9.2 Adults Considering
	8.5	Things to Consider	Link to and description of Things to Consider page.	2.1.9.2 Adults Considering
	8.6	Understanding costs	Link to and description of Understanding Costs page.	2.1.9.2 Adults Considering
	8.7	Choosing a School	Link to and description of Choosing a School page.	2.1.9.2 Adults Considering
	8.8	Funding Your Education	External link to and description of http://www.ed.gov/prog_info/SFA/FYE/	2.1.9.2 Adults Considering
	8.9	Attending School	Link to and description of Attending section.	2.1.9.2 Adults Considering
	8.10	Entering Repayment	Link to and description of Repaying section.	2.1.9.2 Adults Considering
9. Audience pages, International Students content - main	9.1	Important Questions	Link to and description of Important Questions page.	2.1.9.3 International Students
	9.2.	Culture Shock	Information about cultural differences that accompany attending school in the U.S.	2.1.9.3 International Students
	9.3	Paying for School	Link to and description of Funding section.	2.1.9.3 International Students
	9.4	Financial Aid Eligibility	External link to and description of http://www.ifap.ed.gov/sfahandbooks/attachmen	2.1.9.3 International Students

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High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			ts/sech2-citizenship.pdf	
	9.5	Getting Started	Link to and description of Getting Started page.	2.1.9.3 International Students
	9.6	Americans Abroad	Information for Americans who are living abroad.	2.1.9.3 International Students
10. Audience pages, International Students content – Important Questions	10.1	Important Questions	Important questions for International Students who are considering attending school in the U.S.	2.1.9.3.1 Important Questions
11. Audience pages, International Students content – Getting Started	11.1	Preparing	Link to and description of Preparing section.	2.1.9.3.2 Getting Started
	11.2	TOEFL information	External link to and description of http://www.toefl.org	2.1.9.3.2 Getting Started
	11.3	Testing information	Link to and description of Testing Information page.	2.1.9.3.2 Getting Started
	11.4	Student Visa	External link to and description of http://travel.state.gov/foreign_student_visas_handout.html	2.1.9.3.2 Getting Started
12. Audience pages, Elementary School	12.1	Think College early	External link to http://www.ed.gov/offices/OPE/thinkcollege/early/tce_home.htm	2.1.9.4 Elementary School
13. Audience pages, Junior High/High School	13.1	Preparing	Link to Preparing Section	2.1.9.5. Junior High/High School
14. Audience pages, College	14.1	Attending	Link to Attending Section	2.1.9.6 College
15. Preparing Content – main	15.1	Think College Early	External link to and description of http://www.ed.gov/offices/OPE/thinkcollege/early/tce_home.htm	2.1.3 Preparing
	15.2	Parents	Link to and description of Parents page.	2.1.3 Preparing
	15.3	Self Assessment	External link to and	2.1.3 Preparing

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			description of http://www.advisorteam.com/user/ktsintro1.asp)	
	15.4	College checklist	Link to and description of College checklist page.	2.1.3 Preparing
	15.5	Recommended Courses	Link to and description of Recommended Courses page.	2.1.3 Preparing
	15.6	Testing information	Link to and description of testing information page.	2.1.3 Preparing
16. Preparing content – Checklist	16.1	Checklist	Contains checklist for students from pre-high school through 12th grade.	2.1.3.2 College Checklist
17. Preparing content – Recommended Courses	17.1	Recommended Courses	Contains recommended courses for both junior high and high school students.	2.1.3.3. Recommended Courses
18. Preparing content – Testing Information	18.1	Testing information	Contains standardized testing information.	2.1.3.4 Testing Information
	18.2	SAT	External link to and description of http://www.collegeboard.com/sat/html/satform.html	2.1.3.4 Testing Information
	18.3	ACT	External link to and description of http://www.act.org/aap/regist/	2.1.3.4 Testing Information
	18.4	PLAN	External link to and description of http://www.act.org/plan/	2.1.3.4 Testing Information
	18.5	PSAT	External link to and description of http://www.collegeboard.com/	2.1.3.4 Testing Information
	18.6	GRE	External link to and description of http://www.gre.org	2.1.3.4 Testing Information
	18.7	GMAT	External link to and description of	2.1.3.4 Testing Information

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			http://www.gmat.org	
	18.8	LSAT	External link to and description of http://www.lsat.org	2.1.3.4 Testing Information
	18.9	MCAT	External link to and description of http://www.aamc.org/students/mcat/start.htm	2.1.3.4 Testing Information
	18.10	TOEFL	External link to and description of http://www.toefl.org	2.1.3.4 Testing Information
19. Choosing Content - main	19.1	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.4 Choosing
	19.2	Types of Schools	Link to and description of Types of Schools page.	2.1.4 Choosing
	19.3	Things to Consider	Link to and description of Things to Consider page.	2.1.4 Choosing
	19.4	College Costs	Link to and description of College Costs page.	2.1.4 Choosing
	19.5	School Search	Link to and description of School Search page.	2.1.4 Choosing
	19.6	Accreditation	External link to and description of http://www.nces.ed.gov/ipeds/cool/Search.asp	2.1.4 Choosing
20. Choosing Content – Types of Schools	20.1	Types of Schools	Information about the basic types of postsecondary schools	2.1.4.3 Types of Schools
	20.2	Database of 2-year schools	External link to http://www.aacc.nche.edu/Template.cfm?Section=CommunityCollegeFinder1	2.1.4.3 Types of Schools
	20.3	Database of 2-year schools	External link to http://nces.ed.gov/ipeds/cool/Search.asp	2.1.4.3 Types of Schools
	20.4	Database of	External link to http://www.rwm.org/rwm	2.1.4.3 Types of Schools

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		Vocational schools	/usamaplink.htm	
21. Choosing Content – Things to Consider	21.1	Things to Consider	Points to consider when choosing a school	2.1.4.1 Things to Consider
22. Choosing Content – Understanding the Costs	22.1	Understanding the Costs	Information about the direct and indirect costs involved with postsecondary education.	2.1.4.2 Understanding College Costs
23. Choosing Content – School Search	23.1	School Search	Information about resources that may be of assistance while choosing a school.	2.1.4.4 School Search
	23.2	Database of 2-year schools	External link to http://www.aacc.nche.edu/Template.cfm?Section=CommunityCollegeFinder1	2.1.4.4 School Search
	23.3	Database of 2-year schools	External link to http://nces.ed.gov/ipeds/cool/Search.asp	2.1.4.4 School Search
	23.4	Database of Vocational schools	External link to http://www.rwm.org/rwm/usamaplink.htm	2.1.4.4 School Search
24. Applying Content – main	24.1	Application Timeline	Link to and description of Timeline page.	2.1.5 Applying
	24.2	Early Admissions	Link to and description of Early Admissions page.	2.1.5 Applying
	24.3	"To Do" list	Link to and description of "To Do" page.	2.1.5 Applying
25. Applying Content – Timeline	25.1	Timeline	Timeline for High School Seniors who are applying to College	2.1.5.1 Timeline
	25.2	FAFSA	External link to http://www.fafsa.ed.gov	2.1.5.1 Timeline
26. Applying Content – Early Admissions	26.1	Early Admissions programs	Contains information about the various early admissions programs that may be available.	2.1.5.2 Early Admissions
27. Applying Content – "To Do" list	27.1	"To Do" list	Suggested list of things to do while applying to college	2.1.5.3 "To Do" List

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28. Funding Content – main	28.1	FAFSA	External link to and description of http://www.fafsa.ed.gov	2.1.6 Funding
	28.2	PIN site	External link to and description of http://www.pin.ed.gov	2.1.6 Funding
	28.3	Student Aid Report	External link to and description of http://www.fafsa.ed.gov/what006.htm	2.1.6 Funding
	28.4	Eligibility	Link to and description of Aid Eligibility page.	2.1.6 Funding
	28.5	Tax information	External link to and description of http://www.ed.gov/offices/OPE/PPI/HOPE/index.html	2.1.6 Funding
	28.6	Grants	Link to and description of grants information page.	2.1.6 Funding
	28.7	Student Loans	Link to and description of student loan information page.	2.1.6 Funding
	28.8	Parent Loans	Link to and description of parent loan information page.	2.1.6 Funding
	28.9	Campus-based Aid	Link to and description of Campus-based information page.	2.1.6 Funding
	28.10	Understanding Financial Aid	External link to and description of http://www.ed.gov/prog_info/SFA/FYE/	2.1.6 Funding
	28.11	Borrowing Responsibly	Link to and description of Borrowing Responsibly page.	2.1.6 Funding
	28.12	Financial Calculators	External link to and description of http://www.finaid.org/calculators	2.1.6 Funding
	28.13	Scholarship information	Link to and description of Scholarship information page.	2.1.6 Funding

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	28.14	State Aid Agencies	External link to and description of http://www.ed.gov/Programs/bastmp/SHEA.htm	2.1.6 Funding
29. Funding Content – Aid Eligibility	29.1	Aid Eligibility	Contains information about and guidelines for federal student aid eligibility.	2.1.6.1 Aid Eligibility
	29.2	Eligible noncitizens	External link to Link to http://www.ifap.ed.gov/sfahandbooks/attachments/sech2-citizenship.pdf	2.1.6.1 Aid Eligibility
30. Funding Content – Grants Information	30.1	Grants	Contains information about federal grant programs.	2.1.6.2 Grants Information
	30.2	OPE Grants	External link to http://www.ed.gov/offices/OPE/programs/index.html	2.1.6.2 Grants Information
31. Funding Content – Student Loan Information	31.1	Student Loans	Contains information about federal student loan programs.	2.1.6.3 Student Loans
32. Funding Content – Parent Loan Information	32.1	Parent Loans	Links to Parent Loan information page.	2.1.6.4 Parent Loans
33. Funding Content – Campus-Based Aid Information	33.1	Campus-Based Aid	Contains information about federal campus-based aid programs.	2.1.6.5 Campus-based Aid
34. Funding Content – Borrow Responsibly	34.1	Borrow Responsibly	Contains suggestions on how to be responsible when taking out educational loans.	2.1.6.6 Borrow Responsibly
35. Funding Content – Scholarships	35.1	Scholarships	Contains information about scholarships resources	2.1.6.7 Scholarships
	35.2	Scholarship scams	Link to and description of http://www.ftc.gov/bcp/conline/edcams/scholarship/index.html	2.1.6.7 Scholarships
36. Attending Content - main	36.1	New Borrowers	Link to and description of Funding Main page.	2.1.7 Attending
	36.2	Loan Entrance	Link to and description of Loan Entrance	2.1.7 Attending

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		Counseling	Counseling page	
	36.3	FAFSA Renewal	External link to and description of http://www.fafsa.ed.gov	2.1.7 Attending
	36.4	Deadlines for renewal	Text regarding aid renewal deadlines.	2.1.7 Attending
	36.5	Maintaining Eligibility	Link to and description of Aid Eligibility page.	2.1.7 Attending
	36.6	Leaving School Early	Link to and description of Leaving School Early page.	2.1.7 Attending
	36.7	School Closures.	Link to and description of School Closures page.	2.1.7 Attending
	36.8	Loan Exit Counseling	Link to and description of Loan Exit Counseling page.	2.1.7 Attending
	36.9	Loan Locator	External link to and description of http://www.studentclearinghouse.org/student_info/default.htm	2.1.7 Attending
	36.10	Career Information	Link to and description of Career information page.	2.1.7 Attending
37. Attending Content – Loan Entrance Counseling	37.1	Loan Entrance Counseling	Contains information on the loan entrance counseling process.	2.1.7.2 Loan Entrance Counseling
	37.2	Promissory note	External link to http://dlenote.ed.gov/aboutmpn.shtml	2.1.7.2 Loan Entrance Counseling
38. Attending Content – Leaving School Early	38.1	Leaving School Early	Contains information for students who leave school before graduation.	2.1.7.3 Leaving School Early
39. Attending Content – Closed Schools	39.1	Closed Schools	Contains information for students who attend(ed) schools that have closed	2.1.7.4 Closed Schools
	39.2	Closed Schools search	External link to http://www.ed.gov/offices/OSFAP/Students/closedschool/search.html	2.1.7.4 Closed Schools

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	39.3	Special circumstances	External link to http://www.ifap.ed.gov/dpcletters/doc0255_bodyoftext.htm	2.1.7.4 Closed Schools
	39.4	Loan Discharge application	External link to http://www.ed.gov/offices/OSFAP/DCS/repay/cancel/index.html	2.1.7.4 Closed Schools
	39.5	Guide to Defaulted Student Loans	External link to http://www.ed.gov/offices/OSFAP/DCS/	2.1.7.4 Closed Schools
	39.6	State Licensing Agencies	External link to http://www.ed.gov/offices/OSFAP/Students/closedschool/statelicensing.html	2.1.7.4 Closed Schools
40. Attending Content – Loan Exit Counseling	40.1	Loan Exit Counseling	Contains information on the loan exit counseling process	2.1.7.5 Loan Exit Counseling
	40.2	Interest Capitalization	External link to http://www.ed.gov/DirectLoan/pubs/exitborr/exb5.html	2.1.7.5 Loan Exit Counseling
	40.3	ICR definition site	External link to http://www.ed.gov/DirectLoan/pubs/repabook/icr2.html	2.1.7.5 Loan Exit Counseling
41. Attending Content – Career Information	41.1	Career Information	Contains information on Career planning	2.1.7.6 Career Information
	41.2	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.7.6 Career Information
	41.3	Career Planning	External link to and description of http://safetynet.doleta.gov/	2.1.7.6 Career Information
	41.4	Internships and Fellowships	External link to and description of http://www.studentjobs.gov/	2.1.7.6 Career Information
	41.5	Job Search	External link to and description of	2.1.7.6 Career Information

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			http://www.dol.gov/	
	41.6	Resume Builder	External link to and description of http://www.ajb.org/html/skr_res_ins.html	2.1.7.6 Career Information
42. Repaying Content - main	42.1	Loan Exit Counseling	Link to and description of Loan Exit Counseling page.	2.1.8 Repaying
	42.2	Student Guide	External link to and description of the http://www.ed.gov/prog_info/SFA/StudentGuide	2.1.8 Repaying
	42.3	Loan Locator	External link to and description of http://www.studentclearinghouse.org/student_info/default.htm	2.1.8 Repaying
	42.4	Electronic Debit	Link to and description of Electronic Debit page.	2.1.8 Repaying
	42.5	Financial Calculators	External link to and description of http://www.finaid.org/calculators	2.1.8 Repaying
	42.6	Difficulty Repaying	Link to and description of Difficulty Repaying page.	2.1.8 Repaying
	42.7	Deferments/Forbearances	Link to and description of Deferments/Forbearances page.	2.1.8 Repaying
	42.8	Discharges	Link to and description of Discharges page.	2.1.8 Repaying
	42.9	Loan Consolidation	Link to and description of Loan Consolidation page.	2.1.8 Repaying
	42.10	Defaulted Borrowers	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/	2.1.8 Repaying
43. Repaying Content – Loan Exit Counseling	43.1	Loan Exit Counseling	Link to Loan Exit Counseling page.	2.1.7.5 Loan Exit Counseling

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44. Repaying Content – Electronic Debit	44.1	Electronic Debit	Contains information about electronic debiting information	2.1.8.1 Electronic Debit
	44.2	Direct Loans	External link to and description of http://www.dlssonline.com/navBarMain.asp?Sect=4&Tab=1	2.1.8.1 Electronic Debit
45. Repaying Content – Difficulty Paying	45.1	Difficulty Paying	Contains information for borrowers who are having difficulty repaying their loan.	2.1.8.2 Difficulty Paying
	45.2	Direct Loans	External link to and description of http://www.dlssonline.com/	2.1.8.2 Difficulty Paying
46. Repaying Content – Deferments & Forbearances	46.1	Deferments & Forbearances	Contains information about loan deferments & forbearances	2.1.8.3 Deferments and Forbearances
	46.2	List of deferments	External link to and description of http://www.ed.gov/prog_info/SFA/StudentGuide/2001-2/responsa.html	2.1.8.3 Deferments and Forbearances
	46.3	Direct Loans	External link to and description of http://www.dlservicer.ed.gov	2.1.8.3 Deferments and Forbearances
47. Repaying Content – Loan Consolidation	47.1	Loan Consolidation	Contains information about loan consolidation.	2.1.8.5 Loan Consolidation
48. Repaying Content – Discharges	48.1	Discharges	Contains information about loan discharges.	2.1.8.4 Loan Discharges
	48.2	Discharge Application	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/repay/cancel/index.html	2.1.8.4 Loan Discharges
	48.3	Guide to Defaulted Loans	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/	2.1.8.4 Loan Discharges

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